

# Rules of Department of Economic Development

## Division 145—Missouri Board of Geologist Registration Chapter 2—Licensure Requirements

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**Title 4—DEPARTMENT OF  
ECONOMIC DEVELOPMENT  
Division 145—Missouri Board of  
Geologist Registration  
Chapter 2—Licensure Requirements**

**4 CSR 145-2.010 Grandfather Requirements**

*PURPOSE: This rule establishes the requirements for licensure prior to October 1, 1995.*

(1) Individuals applying for licensure as a registered geologist prior to October 1, 1995, shall submit a properly completed application, along with all required documents to the Board of Geologist Registration (see 4 CSR 145-1.030).

(2) All individuals shall meet the requirements of 4 CSR 145-2.020 and 4 CSR 145-2.030 to be considered for licensure as a registered geologist.

(3) The examination requirement of section 256.468.4., RSMo, shall be waived for those applicants who are practicing geology as defined in 256.450(7), RSMo, as of August 28, 1994, provided the application is post-marked on or before October 1, 1995, and all applicable fees have been paid.

*AUTHORITY: section 256.462.3, RSMo 1994. \*Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original Rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*

**4 CSR 145-2.020 Educational Requirements**

*PURPOSE: This rule defines the educational requirements for a registered geologist or geologist-registrant in-training.*

(1) To be eligible for licensure, an applicant must have received a degree at the baccalaureate, master's or doctoral level from a school, college, university, or other institution of higher education in the United States; which, at the time the applicant was enrolled and graduated, was accredited by a regional accrediting commission recognized by the United States Department of Education.

(2) Upon request by the board, the applicant shall furnish to the board competent and substantial evidence that the college or university is accredited by a regional accrediting commission recognized by the United States

Department of Education. Regional accrediting commissions acceptable to the board are as follows:

(A) Middle States Association of Colleges and Schools for the states of Delaware, District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, and Virgin Islands;

(B) New England Association of Colleges and Schools for the states of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont;

(C) North Central Association of Colleges and Schools for the states of Arizona, Arkansas, Colorado, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, New Mexico, North Dakota, Ohio, Oklahoma, South Dakota, West Virginia, Wisconsin, and Wyoming;

(D) Northwest Association of Schools and Colleges for the states of Alaska, Idaho, Montana, Nevada, Oregon, Utah, and Washington;

(E) Southern Association of Colleges and Schools for the states of Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, and Virginia; and

(F) Western Association of Schools and Colleges for the states of California, Hawaii, American Samoa, Guam, Commonwealth of North Marianas Islands, and the Trust Republic of the Pacific Islands.

(3) A school, college, university or other institution of higher learning outside the United States which, at the time the applicant was enrolled and graduated, shall maintain a standard of training substantially equivalent to the standards of training of those institutions accredited by one (1) of the regional accrediting commissions recognized by the United States Department of Education and acceptable to the board.

(4) The applicant shall have completed at least thirty (30) semester hours or forty-five (45) quarter hours of credit in a course of study in geology.

(A) A course of study in geology, wherever it may be administratively housed, shall be clearly identified and designed to teach fundamentals of geology, and principles and practices of geology, and shall be designed to train the student to engage in the practice of geology.

(5) The following criteria shall be used by the board in evaluating the applicant's academic credentials:

(A) Credit will be given for seminar courses only if the applicant is awarded credit and

a grade for the course that appears on the transcript. It shall be the responsibility of the applicant to provide substantiation that the course was an in-depth study of geology or a branch of geologic study and work such as engineering geology, environmental geology, hydrogeology or mineral resources. Such documentation includes, but is not limited to, course descriptions in official school catalogs, course syllabi, bulletins or other like means or through written documentation from an appropriate school official regarding course content;

(B) No credit will be given for workshops, continuing education, work experience or readings courses, even if credit is awarded by the educational institution and the offering appears on the transcript;

1. An independent study will be accepted by the board only if the applicant is awarded credit and a passing grade appearing on the transcript accompanied by a letter from the appropriate school official explaining the course was an in-depth study of geology or a branch of geologic study and work; and

(C) If an academic course title is not self-explanatory as to the content, content must be substantiated through course descriptions from official school catalogs or bulletins, course syllabi, or through written documentation from an appropriate school official;

(D) A course shall not be considered as complete or meeting any academic requirements unless the applicant's official transcript clearly shows the course was awarded credit by the school and the applicant has received a passing grade; and

(E) It shall be the applicant's burden to demonstrate his/her academic course work and training constituted a program of study in geology. The applicant shall request the school or university forward official transcripts and any other supporting evidence necessary to document the fact that these educational requirements have been met. A final determination of whether the program of study or course work which forms the basis of the applicant's thirty (30) semester or forty-five (45) credit hours of study in geology is within the discretion of the board.

(6) The board will review an applicant's educational credentials upon receiving official educational transcripts directly from the college, school, or university and upon payment of a fee for an educational review. All information must be submitted to the board no later than thirty (30) days before a regularly scheduled board meeting to be reviewed at that meeting.



*AUTHORITY: section 256.462.3, RSMo 1994.\* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*

**4 CSR 145-2.030 Post-Baccalaureate Experience in Geology**

*PURPOSE: This rule defines the requirements for post-baccalaureate experience.*

(1) A person applying for licensure as a registered geologist with three (3) years post-baccalaureate experience shall have completed the post-baccalaureate experience prior to the time of application and the experience shall consist of the practice of geology in responsible charge. Responsible charge geological work shall be provided pursuant to the order, oversight, guidance, and full professional responsibility of a supervisor, employer or client.

(2) The phrase, actual geological work, as defined in 256.468.3, RSMo, means the practice of geology as defined in 256.453.7, RSMo, beginning after the satisfactory completion of the educational requirements set forth in 4 CSR 145-2.020.

(3) A licensed, registered, or certified person shall not serve as a supervisor if his/her license is subject to terms of probation, suspension or revocation.

(4) The supervisor, employer or client must certify to the board, on a form provided by the board, the applicant has complied with these requirements for post-baccalaureate experience. For the purposes of this rule, a reference may not be a current board member or relative of the applicant. A relative of an applicant shall mean a spouse, parent, child, sibling of the whole or half-blood, grandparent, aunt, or uncle of the applicant, or one who is or has been related by marriage.

*AUTHORITY: section 256.462.3, RSMo 1994.\* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*



STATE OF MISSOURI  
BOARD OF GEOLOGIST REGISTRATION  
**APPLICATION FOR CERTIFICATION**

PLEASE TYPE OR PRINT IN BLACK INK

FOR OFFICIAL USE ONLY		
DATE FORWARDED	DATE RECEIVED	NUMBER

**INSTRUCTIONS**

1. APPLICANT MUST COMPLETE ALL SECTIONS.
2. IF ADDITIONAL INFORMATION IS NEEDED FOR ANY QUESTIONS, PLEASE ATTACH A SEPARATE SHEET.
3. COMPLETED APPLICATIONS SHOULD BE MAILED TO THE FOLLOWING CENTRAL OFFICE ADDRESS:  
  
MISSOURI BOARD OF GEOLOGIST REGISTRATION  
3605 MISSOURI BOULEVARD  
POST OFFICE BOX 1335  
JEFFERSON CITY, MO 65102-1335  
  
**TELEPHONE:** (314) 526-ROCK (526-7625) (VOICE MAIL) **FAX:** (314) 751-4176 **TDD:** 800-735-2966
4. ATTACH APPLICATION FEE. IF APPLICATION IS APPROVED, YOU WILL BE NOTIFIED TO REMIT ANY ADDITIONAL, APPLICABLE FEE.

APPLICANT  
ATTACH  
RECENT  
PHOTO  
HERE

**I. GENERAL INFORMATION**

I HEREBY APPLY FOR A LICENSE TO PRACTICE AS A REGISTERED GEOLOGIST IN THE STATE OF MISSOURI ON BASIS OF (CHECK)

- EXAMINATION     
  THREE YEARS POST BACCALAUREATE EXPERIENCE AND PRACTICING GEOLOGY (GRANDFATHER CLAUSE)     
  RECIPROCITY

1. APPLICANT NAME (LAST, FIRST, MIDDLE INITIAL, SUFFIX, MAIDEN NAME)		AREA OF GEOLOGICAL EXPERTISE
2. SOCIAL SECURITY NUMBER	3. DATE OF BIRTH	4. SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
5. MAILING ADDRESS (ACTUAL RESIDENTIAL ADDRESS, STREET AND BOX NO., IF APPLICABLE, CITY, STATE, ZIP)		
6. BUSINESS ADDRESS		
7. COUNTY	8. HOME TELEPHONE NUMBER	9. WORK TELEPHONE NUMBER

ARE YOU REGISTERED OR LICENSED IN ANOTHER STATE?       YES       NO      IF YES, COMPLETE BELOW

STATE	REGISTRATION NUMBER	REGISTRATION DATE	REGISTERED BY:	
			WRITTEN EXAM	OTHER

APPLICATIONS PREVIOUSLY SUBMITTED TO THIS BOARD

- NONE     
  GEOLOGIST-REGISTRANT IN-TRAINING     
  REGISTERED GEOLOGIST  
 DATE SUBMITTED:      DATE SUBMITTED:

**NOTE:** APPLICANT IS RESPONSIBLE FOR HAVING HIS/HER EXAM SCORE SUBMITTED TO CENTRAL OFFICE BY THE TESTING SERVICE.

\*We are requesting that you voluntarily provide your social security number. Failure or refusal to provide your social security number will not affect licensing or any other benefits or privileges you would otherwise enjoy. If provided, your social security number will be used for the following purposes: a) to identify you in record keeping and information exchanges with state agencies (Missouri and other states), federal agencies and other data sources; b) to make criminal history checks and to verify all information provided in the application. Discovery of false information in the application or discovery of relevant criminal history may result in denial of your application.

**II. EDUCATIONAL EXPERIENCE**

COLLEGE, UNIVERSITY OR PROFESSIONAL SCHOOL	CITY/STATE	DATES ATTENDED				DEGREE	MAJOR COURSE OF STUDY
		FROM		TO			
		MON.	YR.	MON.	YR.		

**III. REFERENCES**

(SEE INSTRUCTIONS ON REFERENCE INFORMATION PAGE)

NAME	PROFESSION	LICENSE OR REGISTRATION NUMBER IF APPLICABLE	TELEPHONE NUMBER
1.			
2.			
3.			

**IV. PROFESSIONAL EXPERIENCE**

**BEGIN WITH THE MOST RECENT EMPLOYMENT, USING ADDITIONAL SHEETS IF NECESSARY**

A. NAME AND ADDRESS OF EMPLOYER AND NATURE OF BUSINESS

FROM		TO		IMMEDIATE SUPERVISOR'S NAME AND ADDRESS
MON.	YR.	MON.	YR.	
				TITLE OF YOUR POSITION
				MONTHS EXPERIENCE

GEOLOGY DUTIES PERFORMED

B. NAME AND ADDRESS OF EMPLOYER

FROM		TO		IMMEDIATE SUPERVISOR'S NAME AND ADDRESS
MON.	YR.	MON.	YR.	
				TITLE OF YOUR POSITION
				MONTHS EXPERIENCE

GEOLOGY DUTIES PERFORMED

C. NAME AND ADDRESS OF EMPLOYER					
FROM		TO		IMMEDIATE SUPERVISOR'S NAME AND ADDRESS	
MON.	YR.	MON.	YR.		
				TITLE OF YOUR POSITION	MONTHS EXPERIENCE
GEOLOGY DUTIES PERFORMED					
D. NAME AND ADDRESS OF EMPLOYER					
FROM		TO		IMMEDIATE SUPERVISOR'S NAME AND ADDRESS	
MON.	YR.	MON.	YR.		
				TITLE OF YOUR POSITION	MONTHS EXPERIENCE
GEOLOGY DUTIES PERFORMED					
E. NAME AND ADDRESS OF EMPLOYER					
FROM		TO		IMMEDIATE SUPERVISOR'S NAME AND ADDRESS	
MON.	YR.	MON.	YR.		
				TITLE OF YOUR POSITION	MONTHS EXPERIENCE
GEOLOGY DUTIES PERFORMED					
F. NAME AND ADDRESS OF EMPLOYER					
FROM		TO		IMMEDIATE SUPERVISOR'S NAME AND ADDRESS	
MON.	YR.	MON.	YR.		
				TITLE OF YOUR POSITION	MONTHS EXPERIENCE
GEOLOGY DUTIES PERFORMED					
G. NAME AND ADDRESS OF EMPLOYER					
FROM		TO		IMMEDIATE SUPERVISOR'S NAME AND ADDRESS	
MON.	YR.	MON.	YR.		
				TITLE OF YOUR POSITION	MONTHS EXPERIENCE
GEOLOGY DUTIES PERFORMED					

**V. VERIFICATION**

ANSWER THE FOLLOWING QUESTIONS (Yes answers must be explained in sworn affidavit)

	YES	NO
1. Has your application to be licensed or registered as a geologist ever been denied? If yes, please explain on a separate sheet of paper.	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you ever failed an examination for geologist or any other regulated profession? If so, how many times? _____ Where? _____ For what profession? _____	<input type="checkbox"/>	<input type="checkbox"/>
3. Has your license ever been revoked or have you ever been the subject of disciplinary action by any licensing agency?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you ever been charged with or convicted of a felony or misdemeanor?	<input type="checkbox"/>	<input type="checkbox"/>
5. Are you now or have you ever been addicted to or used in excess, any drug or chemical substance including alcohol?	<input type="checkbox"/>	<input type="checkbox"/>
6. Are you now being treated or have you ever been treated through a drug or alcohol rehabilitation program?	<input type="checkbox"/>	<input type="checkbox"/>
7. Have you ever been named as a defendant in a civil suit?	<input type="checkbox"/>	<input type="checkbox"/>

I, the below named applicant, being duly sworn, hereby affirm under penalties of perjury that I am the applicant referred to in the preceding application for a license to practice as a geologist in the state of Missouri, and that all statements and enclosures are true and accurate to the best of my knowledge, information and belief.

I submit for consideration the above proofs as required by the Missouri law governing the practice of geology and subject to the rules and regulations of the Board of Geology Registration. I subscribe and agree to abide by all applicable laws and rules regarding the practice of geology to include the Code of Professional Ethics. I hereby certify that I have familiarized myself with sections 256.450-256.483 RSMo, known as the Geologist Registration Act and applicable rules promulgated by the Missouri Board of Geologist Registration.

Enclosed is the application fee which is not refundable. I understand that the Board may require further evidence that it deems reasonable and proper from the sources above.

<p><b>MUST BE SIGNED IN PRESENCE OF NOTARY</b></p> <p><small>NOTARY PUBLIC EMBOSSE OR BLACK INK RUBBER STAMP SEAL</small></p>	SIGNATURE OF APPLICANT	
	STATE OF	COUNTY (OR CITY OF ST. LOUIS)
	SUBSCRIBED AND SWORN BEFORE ME, THIS	
	DAY OF	19
NOTARY PUBLIC SIGNATURE	MY COMMISSION EXPIRES	<b>USE RUBBER STAMP IN CLEAR AREA BELOW.</b>
NOTARY PUBLIC NAME (TYPED OR PRINTED)		

**4 CSR 145-2.040 Examination**

*PURPOSE: This rule outlines the examination requirements and procedures for obtaining a registered geologist license.*

(1) Every applicant for licensure by the board as a registered geologist, except those meeting the requirements for licensure by grandfather procedures, reciprocity, or where test examination score has been endorsed by the board, shall take a written examination as prescribed by the board.

(2) The applicant shall pass the National Geologist Examination as developed by the National Association for the State Boards of Geology (ASBOG) or its predecessor which consists of two (2) sections; Fundamentals of Geology, and Principles and Practices of Geology.

(3) The examinations shall be given at least twice each year at times determined by the board.

(A) The board shall notify all candidates in writing at least thirty (30) days prior to the date of the examination of the time and place of the examination.

(B) The candidate shall submit the applicable nonrefundable fees as prescribed.

(C) If the candidate fails to appear for the examination without submitting a written notice to the board at least seven (7) days prior to the examination, the examination fee shall be forfeited.

(D) The board shall notify all candidates in writing of their success or failure on any examination.

*AUTHORITY: section 256.462.3, RSMo 1994. \* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*

**4 CSR 145-2.050 Reexamination**

*PURPOSE: This rule outlines the requirements and procedures for retaking the licensure examination for a registered geologist.*

(1) Any applicant who fails the license examination shall be reexamined as follows:

(A) To be reexamined, a candidate must notify the board and pay the appropriate nonrefundable examination fee no less than sixty (60) days prior to the scheduled examination; and

(B) After paying the examination fee, a candidate may be reexamined within an eighteen (18)-month period of the date of the failed exam without filing a new application and without presenting evidence of additional education and experience.

(2) A candidate who fails any section of the initial examination and two (2) subsequent reexaminations shall be disqualified from retaking the examination a fourth time, until meeting with the board and presenting a plan for passing the examination.

*AUTHORITY: section 256.462.3, RSMo 1994. \* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*

**4 CSR 145-2.055 Complaints, Appeals and Challenges of Examination**

*PURPOSE: This rule establishes the procedures by which an examination candidate may make a complaint about the examination administration, appeal the examination content and/or make a challenge to the examination.*

(1) Examination Administration Complaints.

(A) A candidate may file a complaint regarding the administration of the examination by sending a letter to the Missouri Board of Geologist Registration (MBGR), in which the candidate will describe the basis for the administrative complaint and will include pertinent information. The letter of complaint must be postmarked no later than thirty (30) business days after the date of the examination and must be sent via traceable mail with delivery-signature of receipt required (e.g., certified mail).

(B) The MBGR through the executive director will investigate and determine the validity of the complaint and will respond to the candidate via traceable mail with delivery-signature of receipt required (e.g., certified mail) within sixty (60) business days after receiving the complaint.

(2) Content Appeals.

(A) A candidate may begin an appeal process of an examination by submitting a written request to the board office for one or more of the following:

1. The line-item results;
2. A manual regrade; and/or

3. To inspect his/her examination papers at the office of the MBGR during mutually convenient normal business hours.

(B) Said request(s) must be postmarked no later than thirty (30) business days after receipt of the examination results and must be sent via traceable mail with delivery-signature of receipt required (e.g., certified mail). In making the request(s), the candidate must submit payment of the applicable processing fee(s) directly to the testing service.

(C) At the time of inspection, no one other than the examinee and/or his/her attorney and a representative of the MBGR shall have access to the examination papers, and no material other than the examination papers may be taken into or out of the inspection room. The inspection shall not exceed four (4) hours, unless special accommodations are requested at least seven (7) business days prior to the inspection and are approved by the executive director.

(3) Examination Challenges.

(A) Within thirty (30) business days after receiving the requested appeal information and/or inspecting the examination papers, the candidate may issue a challenge by asking the MBGR to review a particular question(s). In making such a challenge, the candidate will describe the basis for the challenge and will include pertinent information. The letter of challenge must be sent to the board office via traceable mail with delivery-signature of receipt required (e.g., certified mail).

(B) The MBGR with the executive director will investigate the challenge and will have a hearing at a mutually agreeable time to determine the validity of the challenge. The MBGR will hold the hearing and will respond to the candidate via traceable mail with delivery-signature of receipt (e.g., certified mail) the challenge within sixty (60) business days.

(C) In making said challenge, the candidate agrees to abide by the decision of the MBGR.

*AUTHORITY: section 256.462, RSMo 1994. \* Original rule filed July 11, 2000, effective Jan. 30, 2001.*

*\*Original authority: 256.462, RSMo 1994.*

**4 CSR 145-2.060 Licensure by Reciprocity**

*PURPOSE: This rule establishes requirements for licensure by reciprocity.*

(1) An applicant with a current license to practice geology in another state, jurisdiction, territory, or country may be granted licensure in Missouri without examination,

provided the applicant submits evidence acceptable to the board that the requirements under which s/he is licensed are substantially identical or more stringent than the requirements in this state, at the time of application.

(2) For purposes of this rule, “evidence acceptable to the board” shall mean a completed application on forms provided by the board, documentation of licensing which shall contain information concerning the requirements in force at the time the applicant was originally licensed, the method of licensing including examination results, the date of original licensing, the current status of the applicant’s license and the applicable fee.

*AUTHORITY: sections 256.462.3, RSMo 1994 and 256.468, RSMo Supp. 1999.\* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996. Amended: Filed July 11, 2000, effective Jan. 30, 2001.*

*\*Original authority: 256.462, RSMo 1994 and 256.468, RSMo 1994, amended 1997.*

**4 CSR 145-2.070 Geologist-Registrant In-Training**

*PURPOSE: This rule establishes the requirements for a geologist-registrant in-training.*

(1) Any person engaged in post-baccalaureate experience in the practice of geology as defined in section 256.453(7), RSMo, may apply for geologist-registrant in-training by obtaining an application from the board.

(A) The applicant shall meet the educational requirements as defined in 4 CSR 145-2.020; and

(B) The applicant shall have passed the Fundamentals of Geology portion of the National Geologist Examination as developed by the National Association for the State Boards of Geology (ASBOG) or its predecessor.

(2) The applicant will be informed by letter regarding the results of the board review. If the application is denied the letter shall outline, with as much specificity as practical, the reasons for denial.

(3) Once approved by the board, during the period of post-baccalaureate experience the applicant shall identify him/herself as a geologist-registrant in-training.

(4) Each geologist-registrant in-training shall provide clients with a disclosure statement which shall include:

- (A) His/her in-training status; and
- (B) Name of the supervisor, employer, or client.

(5) A geologist-registrant in-training shall comply with all laws and rules relating to the practice of geology.

*AUTHORITY: sections 256.462.3, RSMo 1994 and 256.468, RSMo Supp. 1999.\* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996. Amended: Filed July 11, 2000, effective Jan. 30, 2001.*

*\*Original authority: 256.462, RSMo 1994 and 256.468, RSMo 1994, amended 1997.*

**4 CSR 145-2.080 Renewal of License**

*PURPOSE: This rule provides information regarding the annual renewal of a license as a registered geologist or geologist-registrant in-training.*

(1) A certificate may be renewed on or before the expiration date of the certificate by submitting the signed renewal notice and fee as set forth in these regulations.

(2) Failure of a registered geologist or geologist-registrant in-training to receive the notice and application to renew his/her certificate shall not excuse him/her from the requirement to renew that certificate.

(3) Failure to renew a certificate within sixty (60) days of the registration renewal date shall affect an administrative revocation of the certificate as authorized by section 256.468.12, RSMo.

(4) Any registered geologist or geologist-registrant in-training who fails to renew the certificate or whose certificate has been administratively revoked shall not perform any act or provide any service for which a license is required.

(5) Any individual who failed to renew the certificate within the sixty (60)-day period set forth in section 256.468.12, RSMo, and who wishes to restore the certificate shall make application to the board by submitting the following within two (2) years of the registration renewal date:

- (A) An application for restoration of the certificate; and

(B) The delinquency fee as set forth in 4 CSR 145-1.040(1)(F).

*AUTHORITY: sections 256.462.3 and 256.468.12, RSMo 1994.\* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*

**4 CSR 145-2.090 Name and Address Changes**

*PURPOSE: This rule outlines the requirements and procedures for notifying the board of name and address changes.*

(1) An individual practicing under a certificate issued by the board shall ensure that the current certificate bears the current legal name of that individual.

(2) A registered geologist or geology-registrant in-training whose name is changed by marriage or court order shall promptly—

(A) Notify the board of such change and provide a copy of the appropriate document indicating such change; and

(B) Request a new certificate bearing the individual's new legal name.

(3) A registered geologist or geology-registrant in-training whose address has changed must inform the board of all such changes by sending a letter to the board’s office in Jefferson City, Missouri, within sixty (60) days of the effective date of the change.

*AUTHORITY: section 256.462.3, RSMo 1994.\* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*

**4 CSR 145-2.100 Registered Geologist’s Seal**

*PURPOSE: This rule describes the format for the personal seal of a registered geologist and explains in detail where and how the seal shall be used.*

(1) Each registered geologist shall, at his/her own expense, secure a seal or rubber stamp, one and three-quarters inches (1 3/4”) in diameter. The seal or stamp shall consist of concentric circles between which shall appear in capital letters “STATE OF MISSOURI”

on the upper part of the seal, and “REGISTERED GEOLOGIST” on the lower part of the seal. Within the inner circle of the seal shall appear the name of the registered geologist in printed letters and his/her certificate number preceded by the capital letters “RG”.

(2) The registered geologist shall submit an impression or stamp of the seal with an original signature superimposed over it for the board’s records. If the board disapproves the registered geologist’s seal, the board shall inform the registered geologist in writing and the registered geologist shall obtain another seal that meets the requirements of this rule.

(3) In addition to the personal seal or rubber stamp, the registered geologist shall also affix his/her signature on or through his/her seal, and place the date of the signature under the seal on each sheet in a set of plans, drawings, specifications, maps, reports, and other documents which are prepared by the registered geologist or under the registered geologist’s immediate personal supervision.

(A) When there are multiple page plans, reports, maps, drawings or other documents or instruments, the registered geologist may sign, seal and date only the title or index page, providing the signed sheet clearly identifies all of the other pages comprising the bound volume were prepared by him/her or under their immediate personal supervision.

(B) When revisions are made, the registered geologist who made the revisions or under whose personal supervision the revisions were made shall place his/her signature on the same line next to the revision date and give an explanation of the revisions.

(4) When a registered geologist is submitting documents for review purposes to supervisors, clients or municipal authorities, such documents shall be signed, sealed and dated. If the documents are incomplete, language should be placed in an obvious location so that it is easily read and not obscured by other markings. When the documents are considered complete by the registered geologist, the disclaimer should be removed or crossed out and the registered geologist shall sign the cancellation of the disclaimer as a revision to the documents.

(5) If two (2) or more registered geologists provide reports, plans, drawings, maps or other documents, each registrant shall date, sign and seal those documents using the appropriate disclaimer identifying each registrant’s responsibility.

(6) Any documents not prepared by the registered geologist or under his/her personal supervision shall not be signed or sealed by the registered geologist.

(7) Any registered geologist who does not have a current certificate in this state is prohibited from using his/her seal on any documents until the certificate is renewed or otherwise reinstated.

*AUTHORITY: section 256.462.3, RSMo 1994. \* Emergency rule filed June 29, 1995, effective July 9, 1995, expired Nov. 5, 1995. Original rule filed Sept. 28, 1995, effective May 30, 1996.*

*\*Original authority 1994.*